



**2021-2022 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, March 28, 2022**

NOGA ID

Authorizing legislation

This LOI application must be submitted via email to loiapplications@tea.texas.gov.
The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

Application stamp-in date and time

TEA must receive the application by **11:59 p.m. CT, March 28, 2022**.
Grant period from

Pre-award costs permitted from

Required Attachments

- 1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

See the Program Guidelines for for additional attachment information.

Select Focus Area (Applicants May Select One or Both Focus Areas)

- Focus Area 1: Career and Technical Education Course
- Focus Area 2: Work-Based Learning Experiences

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN Campus ESC DUNS

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- LOI application, guidelines, and instructions
- Debarment and Suspension Certification
- General and application-specific Provisions and Assurances
- Lobbying Certification

Authorized Official Name Title

Email Phone

Signature Date

Shared Services Arrangements

Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**
The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members, and submitted to TEA before the NOGA is issued.

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2021-2022 Summer Career and Technical Education Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2022 Summer Career and Technical Education Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 5. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
- 6. The applicant provides assurance to provide data to TEA on student completion of courses through a special collection process run by TEA.
- 7. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.

Summary of Program

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Rio Grande CISD will implement a CTE Summer Bridge Program for 8th graders moving into 9th grade. This will allow for income freshman with the opportunity for exposure to Career and Technical Education. These Career and Technical Education programs will utilize effective strategies to ensure that students receive the opportunity, experiences, and credentials to pursue meaningful careers by making informed decisions regarding the career pathways they will choose upon entering high school in the field of Health Science. Rio Grande CISD located in Starr County along the Texas-Mexico border region in an empowerment zone which is designated as on the most economically disadvantage rural depressed area in the United States. Rio Grande CISD currently serves over 9,900 students of which (99%) are Hispanic, (94%) are economically, (80%) are At-Risk and (77%) are English Language Learners (ELL).

Through the Summer Career and Technical Education Grant Program, Rio Grande CISD will implement a six-week intensive summer camp program for selected transitioning students from the eight (3) middle schools that encompass Rio Grande CISD to create a CTE Summer Bridge Program. Through rigorous recruitment efforts, Rio Grande CISD will enroll a total of 45 incoming freshmen students from three middle schools to participate in the CTE Summer Bridge Program (15 from each middle school). These students will participate in a program that will provide them six weeks exposure to programs in Health Science. In addition to learning about the individual CTE programs of study, students will also learn about the connection between the programs of study and the college connection by attending / visiting the South Texas College program of study that connects to the CTE program they learned about during their CTE Summer Bridge Program.

Qualifications and Experience for Key Personnel

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

Title and Responsibilities of Position	Required Qualifications and Experience
Grant Project Director - In charge of ensuring implementation of the Summer and Technical Education Grant Program.	Masters Degree in Education. 4+ years of successful experience working with CTE Programs and/or Summer School Programs preferably with CTE Department and/or Principal Certification.
Health Science Teacher (3) -In charge of conducting Summer Bridge Program and ensure curriculum is appropriately aligned to regional labor market.	Appropriate SBEC Certification in Health Science Teaching Field of Study Demonstrated successful teaching experience as evident in previous year's teacher evaluation
STC: Will assist in offering Summer Bridge Program (Existing).	Ability to offer CTE Programs of Study, as approved by the Texas Coordinating Board.
RGV- Votech: Will assist in offering Summer Bridge Program (Existing).	Ability to offer CTE Programs of Study, as approved by the Texas Coordinating Board.
CTE Director; Existing position; Responsibilities include overseeing budget, personnel, and CTE program for the district; grant oversight	Ability to lead people, projects, and budgets; ability to communicate with district personnel and external partners, strengthen CTE pathway offerings, ensure program goals are met

Goals, Objectives, and Strategies

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives? **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Goals: Create an Incoming Freshmen Summer Bridge Program to provide students with the ability to make the right career choices upon entering high school & thus provide them with the skills necessary to graduate college, career & workforce ready.

Objectives: Through the implementation of the Summer Career and Technical Education Grant Program Rio Grande CISD will implement a six-week intensive summer bridge transition program for 45 students (15 from each middle school - 3 MS total) that will target the following CTE program of study: Health Science, and will highlight on the graduation component and college connection.

Strategies: Strong recruitment efforts will start in Spring 2022 during High School pre-registration and will include providing students with information regarding the Summer Bridge Program, careers, college visits as well as include flyer's created by current high school students. Recruitment efforts will be assisted by Middle School Counselors as well as CTE Counselors, CTE Director as well as presentations by CTE High School Students representing the Health Science department. Marketing efforts to promote the Summer Career & Technical Education incoming Freshmen Summer Bridge Program will also include advertising the program in the Rio Grande CISD Facebook Page and Twitter.

Performance and Evaluation Measures

Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Performance Measures that will be used to evaluate the Summer Career and Technical Education Incoming Freshmen Summer Bridge Program will be as follows:

Benchmark 1) (April through June 2022)

Student Recruitment Efforts start - CTE Director coordinates with Counselors, MS Principals and all pertinent staff to ensure student recruitment, and advertisement of program is in place.

Benchmark 2) (May 1- through May 30, 2022)

Recruitment of highly qualified staff for the Summer Bridge Program. After notice of grant award is received, the necessary Board Agenda item will be submitted and postings for Summer Bridge Program positions will be posted. CTE Director will review positions and ensure highly qualified staff is interviewed and secured for the program before program start time. CTE Director orders all required materials for Summer Bridge Program

Benchmark 3) (June 1 through July 31st, 2022) *Daily / Weekly

Students complete a Career Inventory at the beginning of the Summer Bridge Program (1st day of Summer School)

CTE Director reviews Summer Bridge Program daily program attendance to ensure program success.

Teachers turn in daily Summer Bridge Program attendance to CTE Director

CTE Director monitors weekly Summer Bridge Program College Trips to ensure student attendance / and that all district safety protocols are in place regarding student travel.

Students complete a Career Inventory at the end of the Summer Bridge Program (End of June 2022)

Program will be adapted and modified (may include virtual components) to accommodate CDC guidelines to ensure safety for all students from COVID.

Budget Narrative

Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Payroll 6100:

Staffing: less than 75% of budget allocated to procure 3 Teachers, 3 Teacher Aids and 1 Secretary to conduct the program. The 3 teachers and 3 aids will be able to host the six weeks of Summer Bridge Program and each teacher/aid will have a 8:1 student ratio. Secretary will assist to ensure Summer Bridge Program is implemented in accordance with grant guidelines and timeliness and ensure that all materials, deadlines, reports and necessary logistics are in place to ensure program success.

Supplies and Materials 6300:

Supplies and materials that will be ordered to conduct the Summer Bridge Program are reasonable and necessary to ensure program success. All supplies and materials acquired will be directly tied to lesson plans developed by teachers to ensure maximization of funding, materials and resources.

Funding from supplies and materials include allocation to pay for the following

\$2,000 were allocated for transportation that will be needed to take students to required College Field Trips that are part of the Summer Bridge Program curriculum. The \$2,000 will cover transportation for program to travel to visit the following South Texas College campus sites: South Texas College Nursing & Allied Health <http://nah.southtexascollege.edu/>

Rio Grande CISD Transportation Department will provide transportation services for the 45 participating students during the six weeks of Summer Bridge Program. This will cost approximately \$3000 (3 Buses running six weeks of Summer Bridge Camp)

Additionally, program will be modified / adapted to and may include virtual components to ensure all precautionary safety measures are in place in accordance with CDC guidelines.

Program Requirements

1. **Focus Area 1:** Applicants must specify which program(s) of study and the CTE course(s) in the program(s) of study that will be offered (see <https://tea.texas.gov/academics/college-career-and-military-prep/career-and-technical-education/cte-programs-of-study> for a list of the approved statewide programs of study). Include the number of students who be engaged and supported in this focus area.

Through the Summer CTE Grant Program, Rio Grande CISD will implement a six week intensive summer bridge program for selected transition students from the 3 middle schools that encompass the district. Through large recruitment efforts, Rio Grande CISD will enroll 15 incoming freshman students from each middle school thus having 45 students be part of the program. These students will participate in a program that will provide them six weeks of Health Science careers which include Courses: Principles of Health Science and Principles of Nursing Science. The program will include a visit to South Texas College of Nursing and Allied Health and each week of the Summer Bridge program will have a College Career Component. The student will also be learning from RGV Votech on what certifications are available for them as they continue with their education in high school.

2. **Focus Area 2:** Applicants must specify business and industry partners who will be involved in the program. Additionally, specify the work-based learning model(s) which will be utilized and the number of students who will be engaged and supported.

Not Applicable

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section	Reason for Amendment
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